

TN-209

Government of Odisha
General Administration & Public Grievance (Rent) Department
Bhubaneswar

RESOLUTION

No 3098 /Rent
GAD-RETT-ESTT-0004-2023

Date 16/06/26

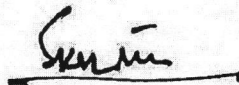
Subject: - Restructuring of the Odisha Ministerial Services Cadre posts and other Field Cadre posts under the establishment of Rent Office, G.A. & P.G. Department, at par with the existing HOD Cadre structure.

The restructuring of the Odisha Ministerial Services (Assistants and Section Officers) Cadres in the offices of the Heads of Departments and the Odisha Heads of Department Establishment Officers Cadre was earlier made vide G.A. & P.G. Department Resolution No. 2372/Gen., dated 24.01.2019.

A proposal for restructuring the shape of the Ministerial Services Cadre and Field Cadre posts existing in the Rent Office under the administrative control of G.A. & P.G. Department, at par with the revised HOD Cadre structure made in 2019, was under active consideration of the Government.

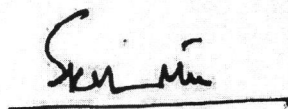
After careful consideration, the Government, with the concurrence of the Finance Department have been pleased to restructure the Ministerial Services Cadre and Field Cadre posts in the Rent Office of the G.A. & P.G. Department in the following manner:

1. The post of Junior Assistant shall be a base-level post and continue as such with the existing sanctioned strength with the same level of pay, i.e. Level-04 in Pay Matrix as per ORSP Rules, 2017.
2. The post of Senior Assistant shall be redesignated as Assistant Section Officer (ASO) with the existing Level of Pay, i.e. Level-09 in the Pay Matrix as per ORSP Rules, 2017. The posts of Assistant Section Officer shall be filled by way of promotion from among the eligible Junior Assistants.
3. The post of Establishment Officer shall continue as such, with the existing sanctioned strength and the same level of pay, i.e., Level-11 in the pay matrix,



as per ORSP Rules, 2017. The post of Establishment Officer shall be filled by way of promotion from among the eligible Section Officers.

4. One (01) post of Administrative Officer (A.O.) shall be newly created at Level-12 in the Pay Matrix as per ORSP Rules, 2017, on abolition of 01 (one) Section Officer post (Level-10). The total revised sanctioned strength of Section Officers shall be 10 (ten). The post of Administrative Officer shall be filled by way of promotion on a seniority basis from the eligible Establishment Officers (E.O.) in position. The post of Section Officer (S.O.) shall be filled up by way of promotion from among the eligible Assistant Section Officers (A.S.Os).
5. In order to regulate the recruitment and conditions of service of the Ministerial Service Cadre employees of Rent Office, the existing "Odisha Heads of Department (Method of Recruitment & Conditions of Service of Junior Assistants, Assistant Section Officers and Section Officers in the offices of Heads of Departments) Rules, 2019" and "Odisha Heads of Department (Method of Recruitment & Conditions of Service of Establishment Officers, Administrative Officers and Senior Administrative Officers in the Office of the Heads of Departments) Common Cadre Rules, 2019" along with subsequent amendments thereon shall be followed, till determination of status of Rent Office.
6. The post of Estate Supervisors, being the base-level post of the Field Section Cadre, shall continue as such with the existing sanctioned strength and the same level of pay, i.e., Level-09 in the Pay Matrix, as per ORSP Rules, 2017.
7. One (01) post of Assistant Rent Officer, Grade-I at pay level-11 and one (01) post of Assistant Rent Officer, Grade-II at pay level-10 in the Pay Matrix as per ORSP Rules, 2017 shall be newly created on abolition of 02 (two) Assistant Rent Officer posts (Level-10).
8. There shall be a minimum of 02 years of residency period for consideration of promotion from A.R.O (Grade-II) (Level-10) to A.R.O (Grade-I) (Level-11) cadre post. The post of ARO (Grade-II) shall be filled up from among the eligible Estate Supervisors on the basis of merit-cum-suitability with due regard to seniority through the DPC as per existing rules in force, i.e. G.A (Rent) Department Resolution No. 4455, dt. 08.06.1995.



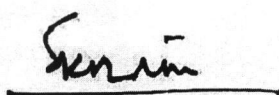
After restructuring, the total cadre strength (sanctioned) will remain unaltered.
The detailed cadre strength in different posts under G.A. & P.G. (Rent) Department is given in the Table below.

Table-1

Sl. No.	Name of the existing (Ministerial Service Cadre) posts	Name of the posts after re-designation	Corresponding level in Pay Matrix as per ORSP Rules, 2017	Existing sanctioned strength	No. of posts newly created	No. of posts abolished	Revised sanctioned strength
1	Junior Assistant (Base level post)	Junior Assistant	Level-04	30	-	-	30
2	Senior Assistant	Assistant Section Officer	Level-09	20	-	-	20
3	Section Officer	Section Officer	Level-10	11	-	01	10
4	Establishment Officer	Establishment Officer	Level-11	01	-	-	01
5	-	Administrative Officer (Newly created)	Level-12	-	01	-	01
				62			62

Table-2

Sl. No.	Name of the existing (Other Field Cadre posts) posts	Name of the posts after re-designation	Corresponding level in Pay Matrix as per ORSP Rules, 2017	Existing sanctioned strength	No. of posts newly created	No. of posts abolished	Revised sanctioned strength
1	Estate Supervisor (Base level posts)	Estate Supervisor	Level-09	03	-	-	03
2	Assistant Rent Officer (ARO)	-	Level-10	02	Nil	02	0
3	-	Assistant Rent Officer (Grade-II) (Newly Created)	Level-10	-	01	-	01
4	-	Assistant Rent Officer (Grade-I) (Newly Created)	Level-11	-	01	-	01
				05			05



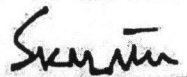
9. Consequent upon the re-structuring, the posts of Jr. Assistant, Assistant Section Officer, Section Officer, Establishment Officer & Administrative Officer under the establishment of Rent Office shall remain under the administrative control of G.A. & P.G. Department, as Rent Office is functioning as a permanently attached office of G.A. & P.G. Department and the Director of Estates, G.A. & P.G. Department, is functioning as the Appointing Authority / Disciplinary Authority as well as Pension Sanctioning Authority vide G.A. Department Resolution No. 5283 dt. 06.03.1982.

10. As regards the principles of the ORV Act in the entry grade and at the promotional level, it shall be as per the existing Rules followed for entry-level posts and promotional posts.

11. This will come into effect from the date of issue of this Resolution.

ORDER: – Ordered that this Resolution be published in the extraordinary issue of the Odisha Gazette and copies thereof be forwarded to all Departments of Government / All Heads of Departments / Accountant General, Odisha.

By order of the Governor



Special Secretary to Government
G.A. & P.G. Department

Memo No. 3099

Date 16/06/26

Copy forwarded to the Odisha Gazette Cell in-charge, Odisha Gazette Cell, C/o. Commerce Department, for information with a request to publish the Resolution in the extraordinary issue of the Odisha Gazette and supply 20 copies of the same to this Department for official use.



16.6.26

Director of Estates &
Ex officio Addl. Secretary to the Government
G.A. & P.G. Department

Memo No. 3100

Date 16/06/26

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack, for information with a request to publish the Resolution in the extra-ordinary issue in the Odisha Gazette and supply 20 copies of this Department for official use.



16.6.26

Director of Estates &
Ex officio Addl. Secretary to the Government
G.A. & P.G. Department

Memo No. 3101

Date 16/06/26

Copy forwarded to the P.S. to Hon'ble Chief Minister, Odisha / P.S. to Chief Secretary, Odisha / P.S. to Additional Chief Secretary, G.A & P.G Department / P.S. to Additional Chief Secretary, Finance Department / P.S. to Special Secretary, G.A & P.G Department / Rent Officer G.A. & P.G (Rent) Department / All Departments of Government / Secretary, Odisha Staff Selection Commission, Bhubaneswar / Additional Secretary, G.A & P.G (Service Condition) Department / G.A. & P.G Department, Library / Guard File for information and necessary action.


16.6.26

Director of Estates &
Ex officio Addl. Secretary to the Government
G.A. & P.G. Department

Memo No. 3102

Date 16/06/26

Copy forwarded to A.R. Cell, G.A. & P.G. Department, with a request to hoist this Resolution on the website of G.A. & P.G. Department.


16.6.26

Director of Estates &
Ex officio Addl. Secretary to the Government
G.A. & P.G. Department

Memo No. 3103

Date 16/06/26

Copy forwarded to the Principal Accountant General (A&E) Odisha, Bhubaneswar / Director of Treasuries and inspection, Odisha, Bhubaneswar, for information and necessary action.


16.6.26

Director of Estates &
Ex officio Addl. Secretary to the Government
G.A. & P.G. Department